



REQUEST FOR QUOTATION

Date: _____

SUPPLIER: _____
 ADDRESS: _____
 TELEPHONE: _____ VAT ___ / NON-VAT ___
 EMAIL ADDRESS: _____
 TIN: _____

RFQ No. _____

Sir/Madam:

Please quote your prices for the article described below including Philippine taxes. In your offer please specify brand of any pertinent data of your product or services for proper information and guidance. Please do not quote for any article/services that are not found in your stock in order to prevent delay or non-delivery which may debar you from further participation in the canvass. Sign legibly the canvass on space provided for your signature after submitting your quotation, otherwise your bid will be considered invalid.

The contract will be awarded only to the bonafide dealers whose proposals appeared to be the most advantageous to the government, but the right is reserved to reject or to accept only all item and bids to were any formalities thereof as to Committee on Bids and Awards may determine.

Please submit your quotation/ requirements for the following items at **CKWD-Admin office, City of Koronadal.**

Please quote your lowest price/offer

- Deadline for Submission: **November 16, 2020 @ 12:00 noon**
- Approved Budget for the Contract: **P 198,480.24**
- Contract Duration: **30 Calendar Days**
- Purchase Request Number: **AGSD 2020-08-024**

Supply and Delivery of Various IT Supplies					
Item No	Qty	Unit	Description	Unit Price	Total Amount
Various IT Supplies					
1	26	pc	Flash Drive, 16 Gigabyte data storage capacity Brand: _____		
2	5	unit	Automatic Voltage Regulator, 720VA, 220~240Volts Brand: _____		
3	2	pc	Card Reader, USB connection type, Micro SD		
4	9	pc	Computer Keyboard, USB connection type		
5	1	unit	External Harddrive SSD 1Terabyte Brand: _____		
6	5	pc	Mouse Pad with Wrist Rest support		
7	2	unit	Uninterrupted Power Supply, 1000VA, 220~240Volts Brand: _____		
8	4	set	Cable Wire Organizer, 1meter		
9	10	bot	Brother Ink BT5000 (Cyan), 48.8ml		
10	10	bot	Brother Ink BT5000 (Magenta), 48.8ml		
11	10	bot	Brother Ink BT5000 (Yellow), 48.8ml		
12	28	bot	Epson L220 Ink (Cyan), 70ml		
13	28	bot	Epson L220 Ink (Magenta), 70ml		
14	28	bot	Epson L220 Ink (Yellow), 70ml		
15	60	bot	Epson L220 Ink (Black), 70ml		
16	2	bot	Epson L3110 Ink (Cyan), 70ml		
17	2	bot	Epson L3110 Ink (Magenta), 70ml		
18	2	bot	Epson L3110 Ink (Yellow), 70ml		
19	8	bot	Epson L3110 Ink (Black), 70ml		



Republic of the Philippines
CITY OF KORONADAL WATER DISTRICT

Blk. 1, Casa Subd., Brgy. Zone III, City of Koronadal
Tel nos. (083)228-4049, 520-0674, Fax no. (083)228-8141
E-mail Address: ckwd_koronadalcity@yahoo.com
Website: www.ckwd.gov.ph



Item No	Qty	Unit	Description	Unit Price	Total Amount
20	1	unit	Hub/Switches,16port, 220~240Volts		
21	7	cart	Epson C13T664100 Ink Cartridge (T6641), Black		
22	7	cart	Epson C13T664200 Ink Cartridge (T6642), Cyan		
23	7	cart	Epson C13T664300 Ink Cartridge (T6643), Magenta		
24	7	cart	Epson C13T664400 Ink Cartridge (T6644), Yellow		
25	33	unit	Mouse, optical, USB connection type		
26	10	unit	Uninterrupted Power Supply (650-750 VA), 220~240Volts Brand: _____		
27	16	pc	External Harddrive (1 Terabyte) Brand: _____		
28	15	bot	Brother Ink (BTD6000BK) (Black) , 108ml		
29	15	bot	Brother Ink (BTD60) (Black) , 108ml		
			Nothing Follows		
			Grand Total		

Terms and Conditions:

- > **Payment term:** 30 Calendar Days
- > **Delivery Days:** 30 Calendar Days upon receipt of Conformed Notice to Proceed
- > **Supplier must have an office within South Cotabato**
- > Quotations exceeding the Approved Budget for the Contract shall be rejected.
- > Incomplete or no offer on any of the items will be ground for disqualification.
- > Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- > **Liquidated damages** equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The CKWD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Price quoted must be tax inclusive:

Tax Computation;

- Subject to 3% VAT & 2% (services) or 1% (goods) w/tax of the total amount for NON-VAT
- Subject to 5% VAT & 2% (services) or 1% (goods) w/tax to the 10/11.2 of the total amount for VAT
- Validity of quoted prices

For more information, please contact:

The BAC Secretariat
Nancy Bagaforo/ Ryele Barro/ Louise Mycee R. Subaldo
Blk.1 Casa Subdivision, Brgy Zone III, City of Koronadal
Tel/Fax No.:(083)-228-4049/520-0674/ (083)228-8141
Mobile number: 09311098337
Email Add: ckwdbac@gmail.com and mycsubaldo@gmail.com

Requested by:

(Sgd.) ENGR. JONATHAN Q. GADAYAN

BAC Chairman

Date: _____

PRICE QUOTED BY:

Signature Over Printed Name & Position (Supplier)

Date: _____